

A M E N D E D A G E N D A

SPECIAL MEETING, OCONEE COUNTY COUNCIL

MONDAY, AUGUST 29, 1994

8:30 AM

1. Call to Order
2. Invocation
3. Discussion & Possible Action Regarding
Future Status of Inmate Labor in Oconee
County, Personnel Adjustments & Budget
Adjustments
4. Old Business
6. New Business
7. Adjourn

MEMBERS, OCONEE COUNTY COUNCIL

Mrs. M. Fran Burrell, District I Mr. Harrison E. Orr, District II
Mr. Michael E. Harper, District III Mr. Roy B. Strickland, District IV
Mr. Alton K. Williams, District V

MINUTES, SPECIAL MEETING, OCONEE COUNTY COUNCIL

The Oconee County Council held a special meeting, Monday, August 29, 1994 at 8:30 am in Council Chambers with all Council Members and the County Attorney present.

Members of the press notified (by mail):
Journal/Tribune, Keowee Courier, Westminster News, Anderson Independent, Greenville News, WGOG Radio, WCCP Radio, WBFM Radio, WZLI/WLET Radio, Northland Cable, WYFF TV & WLOS TV.

Press

Members of the press present: Dick Mangrum - WGOG Radio, Alan Bowie - Greenville News, & Kathleen Stoll - Anderson Independent.

The meeting was called to order by Supervisor-Chairman Crain.

Call to Order

The invocation was given by Mr. Strickland.

Invocation

Mr. Crain informed those present who supervise inmates of the following:

Meeting (Inmates)

(1) Council determined August 16, 1994 that state inmates would not be used on the roadways in keeping with the July 29, 1994 memorandum (copy attached) from the SC Department of Corrections delineating how inmates could be used.

(2) Council met with Donald Dease, SC Department of Corrections, August 4, 1994 at which time he verbally answered questions regarding the memorandum and indicated he would respond to specific questions in writing if he received them in writing regarding the use of inmates.

However, Mr. Busch, LEC Director, received a letter from Mr. Dease on August 6, 1994 which stated in part... "This letter is to confirm my conversation of Friday, August 5, 1994 at which time I advised that the Memorandum dated July 29, 1994 from Mr. Parker Evatt, Director, to all designated facility administrators entitled 'Procedures Involving SCDC Inmates at Designated Facilities' is the policy of the Department of Corrections....."

(3) On August 16, 1994 Council voted to terminate its contract with the SC Department of Corrections, Mr. Evatt then indicated he would not answer any questions in any detail. On August 18, 1994, Council reversed its decision to terminate the contract and Mr. Evatt was asked to respond to

the questions, but as of this date no letter has been received.

Mr. Crain updated his previous recommendation regarding the hiring of personnel to replace the inmates that can no longer be used outside a compound area:

Public Buildings:	Four Custodian I
PRT:	Five Custodian I and funds for one full time equivalent during the busy season
Motor Pool:	Automotive Serviceman already in CCS budget
Road Department:	Six Equipment Operator I (One to be used in 911 Office) One Equipment Operator II One Equipment Operator I already in budget One Part Time Security Guard (16 hours per week) continue to use county inmates
Rock Crusher:	One Equipment Operator III Rock Crusher continue to use five state inmates convicted of non violent offenses
LEC:	Reduce two Correctional Officers

Mr. Crain's recommendation remained the same in that Oconee County not house any inmates convicted of violent offenses.

The total amount of funds needed for Mr. Crain's recommendation is \$242,124 for salaries, insurance, clothing and bloodborne/pathogen vaccinations.

By law the County has to house unsentenced inmates which averages twenty (20) to thirty (30). Also, by law the County will continue to house all County inmates, Mr. Crain further recommended that the County continue to house approximately fifteen (15) State inmates convicted of nonviolent offenses.

Mr. Bob Busch, LEC Director, addressed some of Council concerns regarding salaries for Law Enforcement personnel asking them to keep the following items in mind:

- (1) Responsibility for Making Decisions
- (2) Accountability
- (3) Liability
- (4) Job Security if Things Wrong
Fear of Action Taken or Not Taken,
Self Preservation
- (5) Compensation for Making Decisions

See attached handout from Mr. Busch.

Mr. Jim Smith & Mr. Albert McWhorter of Public Buildings stated they could use no state inmates under the guidelines of the July 29, 1994 memorandum.

Public
Buildings

Mr. Smith further stated that the four (4) Custodian positions that Mr. Crain is recommending will hopefully be sufficient.

Mr. Alex James and Mr. Kerry Kerns of Parks, Recreation & Tourism stated that they could not work inmates and adhere to July 29, 1994 memorandum.

PRT

Mr. James further stated that as long as he could retain part time summer help he hoped the five (5) Custodian I positions and the one (1) equivalent to a full time employee would be sufficient.

Mr. Lee Davis, Motor Pool Foreman, stated he would try to work with the one person that is already budgeted in the CCS Department. Mr. Davis further stated he could not work the inmates under the guidelines of the July 29, 1994 memorandum.

Motor Pool

Mr. Clyde Mosely, Road Foreman, stated he could no longer work State inmates under the guidelines of the July 29, 1994 memorandum. He further stated he thought he could continue the level of services with the recommended personnel:

Road Dept.

- One Equipment Operator II
- Six Equipment Operator I
- One already in the Budget
- One for 911 Signs
- One Part Time Security Guard

Mr. Buddy Hawk, 911 Coordinator, stated they maintained signs on a seven day work week, they also maintain stop signs on County roadways, dead-end signs, barricades and make signs for other departments. They could not do this with just one additional employee.

Mr. Crain stated a part of the recommendation would be to keep approximately fifteen (15) inmates and five (5) of them would be assigned to the Rock Crusher because they are in a compound. Further the recommendation is to hire one (1) additional employee for the Rock Crusher.

Mr. Tommy Crumpton, Rock Crusher Director, stated the best inmates he has had over the years have been inmates who have been convicted of violent offenses. He further stated he would try to get by with two (2) employees and give up the inmates.

Rock
Crusher

Mr. Bob Busch, LEC Director, stated he would need a total of six (6) inmates: four (4) cooks, one (1) in laundry, and one (1) janitorial person.

LEC

After discussion, Mr. Busch stated that he would like to go on record as stating it would take fifteen (15) employees to replace six (6) inmates (Cooks, Custodial & Laundry).

Mr. Orr presented the following recommendation:

Cut twelve (12) employees from Law Enforcement Department for a savings of \$262,340 plus estimated savings of \$47,000 for fringe benefits, cut the travel line item by \$1,200, operational line item by \$15,000, food line item by \$40,000, phone by \$200, electricity by \$15,000, medical by \$30,000, uniform line item by \$13,750, dues by \$125, school line item by \$1,100 and water by \$500 for a total of \$116,875.

Mr. Orr further recommended the following employees be hired to replace the inmates:

- Road Department Five (5)
- 911 One (1)
- PRT Three (3)
- Rock Crusher Two (2)
- Public Buildings Three (3)

TOTAL NEW EMPLOYEES: Fourteen (14) at \$20,000 for a total of \$280,000. (See attachment)

Mr. Orr also stated that after listening to the department heads he realized that cutting twelve (12) Correctional Officers may be too many, but he felt there could be enough cut to pay for about half the new employees that were going to have to be hired.

Mr. Orr stated these employees should be transferred to other positions within the County when possible.

Mr. Orr's recommendation is to send all state inmates back.

Mr. Orr further recommended that the Law Enforcement, Safety, Health, Welfare & Services Committee look at the operation of the Laurens County jail.

Mr. Busch stated he felt he could reduce his Correctional Officer staff by two (2) if the County housed no state inmates.

The Law Enforcement, Safety, Health, Welfare & Services Committee scheduled a meeting Tuesday, August 30, 1994 at 6:30 pm to further discuss the inmate matter.

Upon request of Mr. Buddy Hawk, 911 Coordinator & Ms. Marianne Dillard, Mr. Harper made a motion, seconded by Mr. Orr, approved 5 - 0 that the County enter into an open contract with Contech for culvert pipe to repair the County roadways that have been damaged by tropical storm Beryl.

Culvert

Mr. Harper made a motion, seconded by Mr. Orr, approved 5 - 0 that Council go into executive session for a legal briefing regarding a company that has requested a JEDA loan.

Executive Session

When open session resumed Council scheduled a special meeting Thursday, September 1, 1994 at 6:30 pm in Council Chambers to consider the JEDA request and the inmate situation.

Open Session

At the request of Mr. G. N. Hunnicutt, Finance Director, Mr. Harper made a motion, seconded by Mr. Strickland, approved 5 - 0 that \$13,429.60 in Accommodation Taxes be sent to the Seneca Chamber of Commerce to disperse as required by law.

ATAX

Council then went to tour the Oconee County Law Enforcement Center.

LEC

When Council returned from touring the facility, Mrs. Burrell was unable to return due to having to go to work.

Page 6
August 29, 1994

Adjourn

Norman D. Crain
Supervisor-Chairman
Oconee County Council

RECEIVED

AUG 29 1994

OCCONEE COUNTY
PURCHASING DEPT.

**GOLDIE
&
ASSOCIATES**

*engineering, environmental
and laboratory services*

August 26, 1994

Ms. Marianne Dillard
Oconee County Purchasing
208 Booker Drive
Walhalla, SC 29691

Re: Change Order
Five Points Landfill
Project 22.11.7

Dear Ms. Dillard:

Enclosed as we previously discussed are spreadsheet calculations of various scenarios for the change order. Also enclosed is a copy of a letter to DHEC requesting an extension of the closure deadline.

CHANGE ORDER ITEMS

The items in the proposed change order are as follows:

Item #1: On approximately 2.5 to 3 acres of the landfill is soil that does not provide a suitable base with which to construct the landfill cap. The contractor will be required to bridge over the soft area and provide a suitable base to compact against.

Item #2: The contractor has requested additional soil to fill in areas along the top of the hill and ruts along the hillside. This soil was originally to come from on site material that is not available (see Item #3). The ruts have developed as a result of all the rain that has occurred this summer.

Item #3: Due to onsite constraints (soft soil and shallow garbage), the contractor was not able to excavate the quantity of soil anticipated. This has lead to a deduct item of 11,000 cubic yards.

Item #4: Because of the decrease in the amount of usable onsite material, the contractor is requesting an additional 6,906 yards of offsite soil for the erosional layer.

Ms. Marianne Dillard
August 26, 1994
Page 2 of 3

Item #5: We recommend that two additional gates be placed along the back part of the property to allow for ground water test drilling and other equipment access to areas outside the fence.

Item #6: We recommend that a contingency be provided for the contractor to haul additional soils. We would anticipate that this would be utilized if further problems develop that would require additional soils. We would like to manage this by allowing the contractor to use this soil only after the approval of the Engineer. Basically, we would like to set up an option that provides fast access to additional soils without having to go through the timely process of a change order.

Item #7, #8 and #9: 80% of the Erosional Layer was originally planned to come from the Rock Crusher site. In an effort to reduce costs and time, the County may want to consider all the erosional layer comes from the present borrow site. Using the borrow site exclusively will require further topsoil stripping as included in item #9.

ESTIMATED COSTS

There are basically four options to choose from as indicated in the summary section of the attached spreadsheet (lines 50 - 53). These options allow for soil to be derived from either the Rock Crusher or Borrow site, with either a Rock bridge lift or a soil bridge lift.

Based on the estimates, the least expensive option is the Soil Bridge lift with all the soil coming from the Borrow Area. This would also have the least affect timewise on the project. The contractor favors this course since he would be able to continue in his current state of production without having much disruption.

If all soil has to come from the Rock Crusher, then the costs between hauling soil for the bridge lift and rock becomes similar. The only significant difference would be the cost to the County in stone (line 12).

If switching the source to the borrow site exclusively is not an option, then we would prefer to go with hauling stone for the bridge lift. Although this will be more expensive, there will be time savings which is critical to this project.

Ms. Marianne Dillard
August 26, 1994
Page 3 of 3

DEADLINE EXTENSION REQUEST

Although it appears that the County may be able to get an extension from DHEC beyond the October 9, 1994 deadline, we would still like to obtain certification prior to that date so that the County could avoid any liability for not meeting the deadline. As DHEC has recently indicated to us, they will probably be able to issue a consent order for an extension, but this will not free up the County from the potential of lawsuits for not meeting the deadline. Of course the governing factor in completing the job before the deadline is the weather, assuming the contractor can maintain his current production rate. The attached letter is a copy of the extension request.

We would like for this change order request to be finalized by Tuesday August 30 at the latest since the contractor is going to need direction in order to keep up his production at the current rate. I have included costs in both money and time. Thus not only additional monies but also work days above the original 75 will have to be accounted for.

Please review this material. If you have any questions, don't hesitate to call.

Sincerely

GOLDIE & ASSOCIATES



David R. Devoe
Group Leader
Environmental Services Group

BRIDGE LIFT

Item	Unit Cost	QTY	Total	Time
Rock*	\$7.00	7500 TN	\$52,500.00	10
Soil - Rock Crusher	\$3.40	14550 YD	\$49,470.00	12
Soil - Borrow Area	\$2.30	14550 YD	\$33,465.00	9

* DOES NOT INCLUDE COST TO COUNTY IN ROCK - SEE BELOW
 Cost to County in Rock 3 7500 TN \$22,500.00

OTHER SOIL NEEDS - SOIL SOURCE = ROCK CRUSHER

#	Item	Unit Cost	QTY	Total	Time
2	Fill Material - Offsite	\$3.40	2500 YD	\$8,500.00	2
3	Fill Material - Onsite	\$0.95	-11000 YD	(\$10,450.00)	-3
4	Additional - Erosion Layer	\$3.40	6906 YD	\$23,480.40	6
5	2 Additional Gates	\$650.00	2 EA	\$1,300.00	0
6	Additional Soil	\$3.40	5000 YD	\$17,000.00	4
				\$39,830.40	9

ALL SOIL FROM ROCK CRUSHER

#	Item	Unit Cost	QTY	Total	Time
2	Fill Material - Offsite	\$2.30	2500 YD	\$5,750.00	2
3	Fill Material - Onsite	\$0.95	-11000 YD	(\$10,450.00)	-3
4	Additional - Erosion Layer	\$2.30	6906 YD	\$15,883.80	5
5	2 Additional Gates	\$650.00	2 EA	\$1,300.00	0
6	Additional Soil	\$2.30	5000 YD	\$11,500.00	4
7	Crusher Site	\$3.40	-27000 YD	(\$91,800.00)	
8	Borrow Site	\$2.30	27000 YD	\$62,100.00	
9	Topsoil Removal	\$1.00	15000 YD	\$15,000.00	
				\$9,283.80	8

SUMMARY (* does not include costs of rock to crusher)

OPTION	COST	TIME (day)
*Rock Bridge/Soil From Crusher	\$92,330.40	19
*Rock Bridge/All Soil From Borrow	\$61,733.80	18
Soil Bridge/Soil From Crusher	\$39,300.40	21
Soil Bridge/All Soil From Borrow	\$42,748.80	17

M. Chairman I would like to present a plan I feel could help defray the cost of new hiring.

First of all I'll give my presentation of cuts and also recommendation for new employees -
cuts from OLEC - Beginning with 1000

#1. 07400	7 04708	Acc Back
2. 07401	8 04709	Round. 5 emp.
3 07402	9 07410	911 - 1 emp
4 07404	10 07413	prt - 3 emp.
5 07405	11 07416	Rec. Insp. 2 emp.
6 07406	12 07415	etc. 3 emp.
Savings on Salaries - \$262,340.00		total 11 employees.

Save \$20,000.00
\$280,000.00

Savings on Fringe

S.S.	16,000.00
Retirement	25,000.00
Union Emp.	6,000.00
	<u>47,000.00 Savings</u>

Savings on Life Items

TRAVEL	12,000.00
operations	15,000.00
Food	40,000.00
Phone	200.00
Security	15,000.00
Medical	30,000.00
Uniforms	13750.00
Tools	135.00
Books	1100.00
underwear	500.00

total Savings OLEC Budget

Fringe	47,000.00
Salaries	262,340.00
Systems	117,375.00
	<u>426,715.00</u>

total Savings \$ 426,715.00

the Budget \$ 863,301.00
for 22 employees

JAIL

Unit

ANNUAL BUDGET ESTIMATE SALARIES AND WAGE REQUEST

Fiscal Year: 1994 - 1995

Employee	Position	Grade of Post	Rate of Increase	Present Salary	Requested Salary	Recommended Salary	Approved Salary
				Annual	Annual	Annual	Annual
Thomas Cox	Chief Jailer	14B		19,606	19,606	20,503	20,503
Paul Mode	Jailer - SGT.	11B		16,894	16,894	17,401	17,401
Amelia Davis	Jailer	8A		14,204	14,204	14,914	14,914
Miane Satterfield	Jailer	8B		14,560	14,560	15,027	15,027
Cathy Franklin	Jailer	8D		15,338	15,338	15,798	15,798
Gloria Harp	Jailer	8D		15,338	15,338	15,798	15,798
Luther Richardson	Jailer	8A		14,204	14,204	14,914	14,914
Lloyd Simpkins	Jailer	8A		14,204	14,204	14,914	14,914
Tomnie Boiter	Jailer	8A		14,204	14,204	14,914	14,914
NEW JAILER HIRED MARCH 1, 1994							
Jacqueline Bailey	Jailer	8A		14,204	14,204	14,914	14,914
Brian Bridges	Jailer	8A		14,204	14,204	14,914	14,914
Kenneth Porter	Jailer	8A		14,204	14,204	14,914	14,914
Anne Hunter	Jailer	8A		14,204	14,204	14,914	14,914
Joe Barrett, III	Jailer	8A		14,204	14,204	14,914	14,914
NEW JAILER REQUESTED IN 94-95 BUDGET							
	Jailer	8A			14,204	14,914	
	Jailer	8A			14,204		
	Jailer	8A			14,204		
	Jailer	8A			14,204		
	Jailer	8A			14,204		
TOTALS				209,572	280,592	233,667	218,753

ACTIVITY/DEPARTMENT DETAIL

423.01

GENERAL FUND

	ACTUAL 92-93	BUDGET 93-94	Y-T-D 93-94	REQUEST 94-95	RECOMEND 94-95	APPROVED 94-95
	674,610	756,356	405,041	853,681	793,341	793,341
	49,184	25,000	32,684	50,000	40,000	40,000
	21,615	25,000	16,134	25,000	25,000	25,000
				17,000		
IS		3,000		5,000	3,000	3,000
TOTAL =	745,409	809,356	453,859	950,681	861,341	861,341
	2,987	4,000	2,549	5,000	4,000	4,000
	12,969	12,000	7,741	12,500	12,000	12,000
	48,020	25,000	19,642	30,000	30,000	30,000
	2,811	2,000	1,855	2,500	2,250	2,250
TIRES	78,366	70,000	30,813	70,000	70,000	70,000
	64,537	50,000	34,847	60,000	60,000	60,000
	1,786	3,250	6,780	3,500	3,250	3,250
NCE	6,217	4,000	2,318	4,000	4,000	4,000
	13,866	9,000	9,070	15,000	12,000	12,000
	18,348	18,500	11,996	23,000	23,500	23,500
PHYSICIANS	19,071	18,500	14,576	25,000	25,000	25,000
	5,763	6,000	5,172	6,000	6,000	6,000
	7,452	6,500	3,168	6,500	6,500	6,500
PROPERTY PRO	1,445	1,000	1,057	2,500	1,000	1,000
ES	1,140	1,000	575	1,000	1,000	1,000
ROGRAM	15	1,000	443	1,000	1,000	1,000
TOTAL =	284,793	231,750	152,602	267,500	261,500	261,500
TOTAL	1,030,202	1,041,106	606,461	1,218,181	1,122,841	1,122,841

ACTIVITY/DEPARTMENT SUMMARY

	745,409	809,356	453,859	950,681	861,341	861,341
	284,793	231,750	152,602	267,500	261,500	261,500
	0	0	0	0	0	0
TOTAL =	1,030,202	1,041,106	606,461	1,218,181	1,122,841	1,122,841

DEPARTMENT DETAIL

01 GENERAL FUND

L 92-93	BUDGET 93-94	Y-T-D 93-94	REQUEST 94-95	RECOMEND 94-95	APPROVED 94-95
136,510	136,277	68,804	280,592	218,710	218,710
136,510	136,277	68,804	280,592	218,710	218,710
29,573	32,500	12,747	32,500	30,000	30,000
14,183	15,000	6,144	15,000	14,953	14,953
53,081	52,500	33,133	70,000	62,000	62,000
1,648	1,500	398	1,500	1,500	1,500
98,485	101,500	52,422	119,000	108,453	108,453
234,995	237,777	121,226	399,592	327,163	327,163

DEPARTMENT SUMMARY

136,510	136,277	68,804	280,592	218,710	218,710
98,485	101,500	52,422	119,000	108,453	108,453
0	0	0	0	0	0
234,995	237,777	121,226	399,592	327,163	327,163

PRINTED IN U.S.A.

ACTIVITY/DEPARTMENT DETAIL

SHERIFF

423.01

GENERAL FU

CATEGORY		ACTUAL 92-93	BUDGET 93-94	Y-T-
PERSONAL SERVICES				
101	WAGES & SALARIES	674,610	756,356	
102	OVERTIME	49,184	25,000	
103	HOLIDAY PAY	21,615	25,000	
104	RESERVE DEPUTY			
110	SUPPLEMENTAL SALRIES		3,000	
TOTAL =		745,409	809,356	
NON-PERSONAL SERVICES				
209	POSTAGE	2,987	4,000	
210	OFFICE SUPPLIES	12,969	12,000	
211	TELEPHONE	48,020	25,000	
215	TRAVEL - MEETINGS	2,811	2,000	
216	AUTO SUPPLIES-GAS,TIRES	78,366	70,000	
217	AUTO MAINTENANCE	64,537	50,000	
218	AIRPLANE EXPENSE	1,786	3,250	
227	COMPUTER MAINTENANCE	6,217	4,000	
233	DEPT. SUPPLIES	13,866	9,000	
241	UNIFORMS	18,348	18,500	
248	MEDICAL SUPPLIES & PHYSICIANS	19,071	18,500	
264	TRAINING	5,763	6,000	
269	TRANSPORTS	7,452	6,500	
271	DRUG FUND & STOLEN PROPERTY PRO	1,445	1,000	
272	CONSTRUCTED SERVICES	1,140	1,000	
273	CRIME PREVENTION PROGRAM	15	1,000	
TOTAL =		284,793	231,750	
ACTIVITY/DEPARTMENT TOTAL		1,030,202	1,041,106	

ACTIVITY/DEPARTMENT SUMMARY

PERSONAL SERVICES	745,409	809,356
NON-PERSONAL SERVICES	284,793	231,750
CAPITAL OUTLAY	0	0
ACTIVITY/DEPARTMENT TOTAL =	1,030,202	1,041,106

ACTIVITY/DEPARTMENT DETAIL

JAIL		424.01	GENERAL FUND		
CATEGORY		ACTUAL 92-93	BUDGET 93-94	Y-T-D 93-94	REQUEST 93-94
PERSONAL SERVICES					
101	WAGES & SALARIES	136,510	136,277	68,804	280
	TOTAL =	136,510	136,277	68,804	280
NON-PERSONAL SERVICES					
220	UTILITIES	29,573	32,500	12,747	32
222	DEPT. SUPPLIES	14,183	15,000	6,144	15
242	FOOD - PROVISIONS	53,081	52,500	33,133	70
243	LAUNDRY & LINEN	1,648	1,500	398	1
	TOTAL =	98,485	101,500	52,422	119
	ACTIVITY/DEPARTMENT TOTAL	234,995	237,777	121,226	399

ACTIVITY/DEPARTMENT SUMMARY

PERSONAL SERVICES	136,510	136,277	68,804	280
NON-PERSONAL SERVICES	98,485	101,500	52,422	119
CAPITAL OUTLAY	0	0	0	
ACTIVITY/DEPARTMENT TOTAL =	234,995	237,777	121,226	399